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## 2011-11-03 Minutes of the Executive Committee of the Academic Senate

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University of Dayton. Academic Senate. Executive Committee, "2011-11-03 Minutes of the Executive Committee of the Academic Senate" (2011). *ECAS Minutes*. 243.  
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Approved  
Minutes of the Executive Committee of the Academic Senate  
November 3, 2011; 1:30pm  
St. Mary's Hall Room 113B

**Present:** Paul Benson, Corinne Daprano, George Doyle, Jesse Grewal, Jonathan Hess, Emily Hicks, Leno Pedrotti, Andrea Seielstad, Rebecca Wells

**Absent:** Antonio Mari, Carolyn Phelps, Joseph Saliba

**Guest:** Pat Donnelly, Jim Farrelly

**Opening Meditation:** Jonathan Hess opened the meeting with a meditation

**Minutes:** The minutes of the October 27, 2011 ECAS meeting were approved

**Announcements:** The next meeting of ECAS is November 10, 2011 from 1:30-2:30 p.m. in SM 113B.

J. Farrelly reported that 15 faculty members have currently responded to the Faculty Board/ECAS co-sponsored luncheon meeting on faculty workload. The luncheon is scheduled for Tues., Nov. 15 from 12-1:30 PM in the KU East Ballroom.

**Old business**

Ad hoc committee on Senate representation. J. Hess indicated that the members of this committee will include: Carl Fries (BIO), Pat Donnelly (Office of Provost), Jesse Grewal (SGA), Jeannette Cox (LAW), and Michelle Pautz (POL). ECAS members had a discussion of a timeline for the completion of their work as well as the work that needs to be done by this committee.

There was general agreement that the committee should have a preliminary report ready by the end of February for ECAS to review. J. Hess indicated that he will ask Jackie Estep to gather the schedules of the committee members so a first meeting can be scheduled. ECAS agreed that the committee should elect a chair from among the faculty members serving on the committee. E. Hicks suggested inviting Brad Duncan (previous chair of the Senate Voting Rights sub-committee) to attend this first meeting in order to provide the committee with background information.

P. Benson suggested clarifying the committee's charge as well as stipulating that the size of the committee might need to be increased after the committee's preliminary report is completed and reviewed by ECAS. A. Seielstad disagreed and suggested that the committee as currently comprised should examine the issue of Senate representation, conduct research, and issue a report that includes recommendations to the Senate. L. Pedrotti and R. Wells suggested that after completing their preliminary report in February the committee should provide a recommendation to ECAS as to how to proceed. J. Hess volunteered to write up a charge for the committee and make it available for ECAS to review at next week's ECAS meeting.

UNRC issues. J. Hess questioned whether or not the updates recommended at the April Senate meeting were made to the UNRC Bylaws. Both J. Hess and C. Daprano agreed to check the minutes of the April 15 Senate meeting and their own notes to determine if these updates had been made to the Bylaws. E. Hicks indicated that she is willing to serve on the UNRC as a replacement for Heidi Gauder. J. Hess will

send out a call for faculty members willing to serve on the UNRC so the committee can be reconstituted. J. Grewal agreed to recruit a student representative to serve on the committee.

Memo to the Graduate School. J. Hess reviewed the memo he wrote to the Graduate School regarding procedures for preparing Senate documents. A. Seielstad indicated that she was not in favor of sending the current memo to Paul Vanderburgh, Dean of the Graduate School. After further discussion J. Hess suggested that instead of sending the memo to the Graduate School he would have a conversation with P. Vanderburgh regarding the process and procedures for preparing Senate documents as outlined in Senate DOC 07-05. ECAS agreed with this course of action.

Consultation. J. Hess reviewed a draft statement (*Starting Points for Dialogue on Consultation with Faculty*) from ECAS to the administration. Hess would like to send the draft statement to members of the Senate to inform them of these ongoing discussions regarding consultation and give senators a chance for input. Several members of ECAS suggested changes to the draft statement (see attached document). After further discussion P. Benson suggested that this issue might best be framed for the Senate by having J. Hess report on the current discussions at the December Academic Senate meeting. J. Hess agreed to include this issue in his ECAS report. A. Seielstad suggested that ECAS should continue discussing the issue and trying to schedule a meeting with President Curran and Provost Saliba prior to the December Senate meeting. J. Hess agreed to try to schedule a meeting with the President and Provost before the end of this semester.

#### ***New business***

Summer enrollment proposal. P. Benson suggested that J. Hess ask Tom Burkhardt, VP of Finance for feedback on this proposal before ECAS discusses the proposal.

The meeting was adjourned at 2:45 PM.

Respectfully submitted by Corinne Daprano

Standing committee work assignments. Below is an updated list of assigned standing committee tasks:

<b>Task</b>	<b>N/C</b>	<b>Prev</b>	<b>To</b>	<b>Work due</b>	<b>Due</b>
*UNRC policy doc	C	UNRC	ECAS	Review final document	??
*Consultation issue	C	ECAS	ECAS	Work to resolve issues	??
*Faculty evaluation	C	FAC	FAC	Purpose of eval (revision)	??
GLC docs (3)	N		APC	Review	??
PA proposal	N		APC	Review	Nov.
Academic misconduct	C	APC	S/APC	Develop instructions	??
Student honor code	N		SAPC	Review for issues	??
PDP proposal	C	APC	APC	Review Appendix A	later
Intellectual property rights	C	FAC	FAC	Proposal	Nov. 8
Titles/emeritus	C	FAC	FAC	Proposal	Nov. 8
<b>Tasks not yet assigned</b>	<b>N/C</b>	<b>Prev</b>	<b>To</b>	<b>Work due</b>	<b>Due</b>
*Voting representation	N		Ad hoc	Report and proposal	??
Committee membership	C	UNRC	UNRC	Complete the list	??
Faculty workload	N		FAC	Report and proposal	Mar. 2
<b>Tasks ongoing</b>	<b>N/C</b>	<b>Prev</b>	<b>To</b>	<b>Work due</b>	
Oversight of CAP dev	N		APC	Hear monthly reports	
<b>Tasks completed</b>	<b>N/C</b>	<b>Prev</b>	<b>To</b>	<b>Work due</b>	<b>Due</b>
CAP&CC voting rights	N		APC	Offer recommendation	Aug. 30
Academic misconduct	C	ECAS	S/APC	Develop form	Sept. 27

Reminder of work ECAS needs to do:

*Priorities for December Senate meeting*

1. Top priorities
  - a. Student evaluation (FAC) -- Need this to move forward on this issue yet this year
  - b. PA program -- Needs to get to Board of Trustees in January
2. Next priorities
  - a. Grad School documents -- These are issues where we have no policy (or lack clarity), and that is needed sooner rather than later
3. Needs to get done, but not time-sensitive with regard to a month or two
  - a. Titles for instructional staff, policy on emeritus status (FAC)
  - b. Intellectual property rights (FAC)
  - c. Application of the academic misconduct form (APC/SAPC)
  - d. PDP document (APC)
  - e. Faculty workload (FAC) -- important, but won't be ready until spring

*Other priorities for our work in ECAS*

1. Consultation issue -- Need to resolve this issue so that we can move forward together
2. Voting rights committee -- Need it to get moving so it can report by April
3. UNRC -- Need to constitute it for future committee population

## **Starting Points for Dialogue on Consultation with Faculty (DRAFT 11-03-11)**

### Foundation

The Constitution of the Academic Senate is a good document. The faculty embrace the Constitution and seek to find ways to best implement it.

### Value of consultation

- Leads to better decision-making
  - Provides means of obtaining a wider range of important information
  - Assures processes and criteria are clear and functional
  - Draws on the broader experience of both administrators' and faculty members involvement in the business aspects of the university and ongoing involvement in the educational functions of the university
- Helps faculty understand reasons for decisions
- Creates awareness of the degree of alignment between administrative and faculty perspectives (are administrative decisions largely consistent or inconsistent with faculty perspectives, insofar as there is agreement among the latter?)
- Builds an inclusive environment that provides equal opportunities and access for participation in decision making. Meaningful practices of consultation accord with our Catholic and Marianist values of community-building and family spirit.
- Contributes to faculty's support of decisions

### Reasons for concern about recent Vice Presidential appointments

- Lack of clarity about the need and appropriate model for consultation on this issue
- Lack of input from faculty and broader university community
- Creation of new VP positions (mission, facilities) seems to have circumvented constitutional mandate for consultation
  - Absence of stated policy on how VP positions are to be created and under what circumstances
  - Absence of by-laws for VP positions, a stated requirement of the University Constitution

### A constructive path forward

#### Goals:

- Reaching greater clarity on when consultation is needed
- Agreeing on a common definition of consultation, including what forms appropriate consultation should take
  - Oral reports are sufficient in some cases, whereas written reports needed in other cases
  - Determination of who should be consulted

#### Processes:

- Setting up briefings with ECAS that would allow meaningful input on issues including....
- Developing a regular schedule for consultation throughout the academic year, and identification of triggers for when additional consultation should occur.
  - A debriefing over major issues at least once a year is vital
  - Venue could be a business lunch